

**BUILDING & GROUNDS COMMITTEE MEETING
MINUTES**

July 26, 2021

Members Present: Brad Miller, Pam Deppe, Jason Ratts, Vera Small, Jeff Thomas

Members Absent:

Others Present: Stephanie Butcher, Byron Deaner, Tracy Garrison, Josh Langfelder, Mary Carter (Secretary)

Chair Ratts called the meeting to order at 5:00 p.m.

A motion to approve the minutes from June 28, 2021 was made Deppe and seconded by Small. Motion carried (5-0).

Josh Langfelder, Recorder, requested approval of a replacement hire. A motion to approve the request was made by Thomas and seconded by Miller. Motion carried (5-0).

Tracy Garrison, GIS, requested approval of a multi-year contract with ESRI and a purchase order. A motion to approve the request was made by Small and seconded by Deppe. Motion carried (5-0).

Stephanie Butcher, Information Systems, requested approval of a multi-year contract with Watts Copy Systems, a travel request, and a purchase order. A motion to approve the requests was made by Miller and seconded by Thomas. Motion carried (5-0).

Byron Deaner, Building & Grounds, requested approval of purchase order. A motion to approve the request was made by Thomas and seconded by Deppe. Motion carried (5-0).

A motion to accept the purchase reports was made by Thomas and seconded by Miller. Motion carried (5-0).

Under Old Business, Byron Deaner reported on one Emergency Purchase Order.

There was no Public Comment.

A motion to adjourn was made by Small and seconded by Deppe. Motion carried (5-0).

Meeting adjourned.